

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 60
APRIL 9, 2014 – WORK SESSIONS**

Public Works Summary Minutes

Work Session was held between the County Commissioners and Public Works on Wednesday, April 9, 2014, at 9:00 a.m., in the Island County Administration Building, Room 116, Coupeville, WA. Present were:

County Commissioners: Jill Johnson, Chair Staff: Pam Dill
Kelly Emerson, Member - Excused
Helen Price Johnson, Member

Staff Present: Bill Oakes, Director, Steve Marx

Others Present: Elaine Marlow, Budget Director, Pat Powell, WCLT

Record @ 00:05

Subject/Description: Trillium Community Forest-Recreation and Conservation Office (RCO) Local Parks Development Grant

Attachment: yes

Action Requested: Approval of resolution that will provide a method for seeking grant assistance to aid in financing the Trillium Community Forest Facility development. Parks is partnering with WCLT to submit a grant application to RCO for the development of Trillium Community Forest. The grant amount is approximately \$370,000 which would be used for trail development and the construction of three parking lots.

Follow Up: Okay with Board to move resolution forward to Monday's agenda.

Add-On

Subject/Description: Grant Application Recreation & Conservation Office (RCO) – Aquatic Lands Enhancement Account (ALEA) Grant

Attachment: none

Discussion: Commissioner Price Johnson urged the Board to reconsider the grant for the purchase of properties located in Glendale. Commissioner Price Johnson said the grant would allow the county to stabilize an area that is prone to flooding.

Commissioner Johnson expressed concern about the county being responsible for the maintenance of the property. She indicated that she would be willing to discuss the grant application again during Commissioner comments at the Board's Monday, April 14, 2014 meeting.

Human Services Summary Minutes

Work Session was held between the County Commissioners and Human Services on Wednesday, April 9, 2014, at 9:20 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Jill Johnson, Chair Staff: Pam Dill
Kelly Emerson, Member - Excused
Helen Price Johnson, Member

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Staff Present: Jackie Henderson, Director, Human Services staff

Others Present: Elaine Marlow, Budget Director

Record @ 23:05

Subject/Description: Department update – Year in Review

Attachment: 2013 Annual Report

Information: Jackie Henderson provided an update on the various programs and wide range of services they provide to Island County citizens.

Programs include:

- Chemical Dependency Treatment Services
- Substance Abuse Prevention Services
- Developmental Disabilities Program
- Housing Assistance
- Mental Health Programs
- Counseling Connections
- Early Childhood Parent Support
- Jail Services
- Outreach Counseling Program
- School Based Mental Health Program
- Senior Services
- Veterans Services

**Sheriff
Summary Minutes**

Work Session was held between the County Commissioners and the Sheriff on Wednesday, April 9, 2014, at 10:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Jill Johnson, Chair **Staff:** Pam Dill
Kelly Emerson, Member – Excused
Helen Price Johnson, Member

Staff Present: UnderSheriff Kelly Mauck

Others Present: Elaine Marlow, Budget Director, Bill Oakes

Record @ 01:04:55

Subject/Description: 2013 CRAB Report

Attachment: Certification of Road Fund Expenditures for Traffic Law Enforcement

Action Requested: *Commissioner Price Johnson moved to direct the Budget Director to work with the Treasurer to allocate contingency funds in the amount of \$29,074.00 to repay the road fund for the 2013 traffic safety expenses. The motion was seconded by Commissioner Johnson and carried unanimously.*

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 62
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Subject/Description: CDW-G Wireless Airlink and Antenna

Attachment: PO # 9911

Action Requested: Purchase of 9 each Sierra Wireless AirLink GX440 Wireless Router and 9 each Sierra Wireless Tri-band GPS Antennas; Amount: \$8,559.93.

Follow-up: Okay with Board to move forward to a Monday agenda.

Subject/Description: Purchase Equipment for new vehicles – McLaughlin & Eardly (DBA) Sirennet

Attachment: PO #9906

Action Requested: Purchase of public safety equipment for new vehicles; Amount: \$12091.98.

Follow-up: Okay with Board to move forward to a Monday agenda.

Subject/Description: Interlocal Cooperative Agreement: Northwest Minichain with Whatcom County

Attachment: Interlocal Cooperative Agreement

Action Requested: Interlocal Cooperative Agreement to provide for transportation services of prisoners for Island County along the I-5 corridor; Term: 1/1/14 – 12/31/14; Amount: \$29,444.00.

Follow-up: Okay with Board to move forward to a Monday agenda.

Subject/Description: Resolution to surplus county vehicles

Attachment: Resolution

Action Requested: Approval of resolution in the matter of disposal of a 2007 Dodge Charger and 2007 Ford Crown Victoria

Follow-up: Okay with Board to move resolution forward to a Monday agenda.

Subject/Description: Equipment for new vehicles – Datec Incorporated

Attachment: PO # 9916

Action Requested: Purchase of equipment for new vehicles; Amount: \$10907.46.

Follow-up: Okay with Board to move forward to a Monday agenda.

Subject/Description: Equipment for new vehicles – Motorola Solutions/Day Wireless

Attachment: PO # 9915

Action Requested: Purchase of communication equipment for new vehicles; Amount: \$7999.72.

Follow-up: Okay with Board to move forward to a Monday agenda.

**Juvenile & Family Court Services
Summary Minutes**

Work Session was held between the County Commissioners and the Juvenile Department on Wednesday, April 9, 2014, at 10:25 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners:	Jill Johnson, Chair	Staff: Pam Dill
	Kelly Emerson, Member – Excused	
	Helen Price Johnson, Member	

Staff Present: Brooke Powell, Court Administrator

Others Present: Elaine Marlow, Budget Director

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 64
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Follow up: Okay with Board to move forward to Monday's agenda.

WSU / Extension Services
Summary Minutes

Work Session was held between the County Commissioners and WSU/Extension on Wednesday, April 9, 2014, at 10:40 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Jill Johnson, Chair Staff: Pam Dill
Kelly Emerson, Member - Excused
Helen Price Johnson, Member

Staff Present: Tim Lawrence, Director, Eric Watilo, Washington State Parks and Recreation NW Region Director

Others Present: Elaine Marlow, Budget Director

Record @ 01:38:33

Subject/Description: Cooperative Agreement between Washington State Parks and Recreation Commission and Island County WSU Extension office.

Attachment: yes

Discussion: The cooperative agreement outlines the obligations of each party pertaining to Admiralty Head Lighthouse and expires December 31, 2014. There is an issue with the insurance coverage for volunteers serving at the Lighthouse. Washington State Parks and WSU Extension are in the process of negotiating a new contract.

Follow up: WSU will execute a Memorandum of Understanding documenting that Washington State Parks will absorb the liability for volunteers at the lighthouse until the contract is renewed and corrected.

Budget Director/GSA/IT Summary Minutes

Work Session was held between the County Commissioners and the Budget Director on Wednesday, April 9, 2014, at 10:50 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

[illegible]

Staff Present: Elaine Marlow, Budget Director

Record @ 01:49:20

Subject/Description: Update RFP for Law & Justice Entry Screening Security

Attachments: Memo dated 4/3/14 from Don Mason, to Elaine Marlow

Action Requested: Recommend 2014 contract be awarded to Olympic Security Services; Amount: \$49,025.00.

Follow up: Okay with Board to move forward to a Monday meeting.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 65
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Subject/Description: Calendar for 2015 Budget Process

Attachments: draft budget calendar

Discussion:

- May 12 - Discuss budgetary goals and priorities for funding for the upcoming year with Elected Officials.
- May 15 – Discuss budgetary goals and priorities for funding for the upcoming year with Department Heads. If time discuss BOCC budgetary goals and priorities.
- May 19 – BOCC discuss budgetary goals and priorities (if needed)

Follow up: The Chair will send a memo to Elected Officials and Department Head requesting their county wide priorities.

Add-on

Subject/Description: Update on saleable County buildings and properties

Attachments: none

Discussion: GSA will bring forward a list of properties and a status on the condition of the buildings to the 2nd work session in May. A more in depth discussion will occur after the new Facilities Director has been hired.

**Commissioners Agenda
Summary Minutes**

The County Commissioners met during Work Session on Wednesday, April 9, 2014 at 11:15 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA.

Present were:

County Commissioners: **Jill Johnson, Chair** **Staff: Pam Dill**
 Kelly Emerson, Member – Excused
 Helen Price Johnson, Member

Others Present: **Keith Higman, Elaine Marlow, Budget Director**

Add-on

Subject/Description: Letter from Housing Authority

Attachments: Ltr dated 4/8/14 from Teri Anania, Housing Authority

Information: The Board received a letter from Teri Anania, Executive Director, Island County Housing Authority requesting acceptance of an alternative to the Water Availability Certificate to satisfy the building permit requirement under RCW 19.027.97 for Sunny View Village.

Keith Higman briefed the Board on the issues. He indicated that the Housing Authority plans on attending the Freeland Water and Sewer District meeting on April 14, 2014 with the hope of resolving the matter.

Follow up: If needed, Keith will continue the discussion to his next work session agenda.

Subject/Description: Consider applicant for vacancy on Diking District No. 2

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 67
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BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON

Jill Johnson, Chair

Kelly Emerson, Member

Helen Price Johnson, Member

ATTEST:

Debbie Thompson, Clerk of the Board